

# EXECUTIVE SECRETARIAT ROUTING SLIP

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA	X			
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/OCA				
14	D/PAO				
15	D/PERS				
16	D/Ex Staff				
17					
18					
19					
20					
21					
22					

SUSPENSE \_\_\_\_\_  
Date \_\_\_\_\_

Remarks

Executive Secretary  
4 Mar '88  
Date

## ROUTING AND TRANSMITTAL SLIP

Date 07 MAR 88

TO: (Name, office symbol, room number, building, Agency/Post)

	Initials	Date
1. C/PMS/OL, [redacted]		
2.		
3.		
4.		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

## REMARKS

#1 - FOR ACTION: PLEASE RESPOND DIRECT WITH  
DROP COPIES TO ER AND DDA.

SUSPENSE: 18 MARCH 1988

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

	Room No.—Bldg.
	Phone No.

5041-102

\*U.S.GPO: 1986-0-491-247/20047

OPTIONAL FORM 41 (Rev. 7-76)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.206

**Brogan Associates Inc.**

9420 Pennsylvania Avenue  
Upper Marlboro, MD 20772

86094X

Phone 301-599-1570  
-1571

February 29, 1988

Judge William Webster  
Director of Central Intelligence  
Central Intelligence Agency  
Washington, D.C. 20505

Dear Judge Webster:

President Reagan's approval of a National Security Decision Directive to establish a National Operations Security Program creates new challenges for Federal departments and agencies at a time when budget constraints are demanding innovative approaches to successfully execute existing programs. Brogan Associates Inc. (BAI) can help you meet these challenges in a timely, efficient, cost-effective manner.

Founded in 1982, BAI is the only company specifically organized to provide Operations Security (OPSEC) support to U.S. Government sensitive activities and programs. Other companies may specialize in security, but BAI specializes in OPSEC. Because we are currently supporting OPSEC programs for other Federal agencies, we have the depth of experience and expertise to analyze your requirements and meet your OPSEC needs.

An effective OPSEC program involves identifying your agency's operational vulnerabilities and then tailoring specific countermeasures to neutralize their value to hostile intelligence collectors. Our OPSEC approach combines the traditional with the innovative. BAI is a recognized leader in devising new, cost-effective ways to develop and implement OPSEC programs without impeding operations.

BAI has a Defense Investigative Service-accredited TOP SECRET facility and a staff of qualified, cleared OPSEC professionals ready to accept the challenge of providing OPSEC evaluation, training, and support designed to meet both national requirements and your agency's needs.

To arrange an OPSEC presentation for you and your staff, and to discuss approaches for implementing necessary countermeasures to protect your agency's operations, please contact Mr. Gerald Fontana at (301) 599-1570.

Sincerely,

*Arthur A. Hutchins*  
Arthur A. Hutchins  
President

cc:

STAT